

**Amended**  
**Army AGR Vacancy Announcement**  
**Human Resource Office**  
**4794 General Manning, Bldg 442**  
**Boise, Idaho 83705-8112**

NGID-HRO-AGR

8 November 2012

SUBJECT: ANNOUNCEMENT NUMBER: **13-014**

1. Active Guard Reserve (AGR) Position Vacancy Announcement in the Idaho Army National Guard. This announcement will be posted to unit bulletin boards.

<b>POSITION TITLE:</b>	<b>Range Safety NCO</b>
<b>UNIT:</b>	<b>Installation Support Unit</b>
<b>UIC:</b>	<b>W7XEAA</b>
<b>DUTY LOCATION:</b>	<b>Boise, Idaho</b>
<b>AUTHORIZED GRADE:</b>	<b>E4-E5 Only</b>
<b>DUTY SSI OR MOS:</b>	<b>CMF/MOS 11, 12, 13, 15, 19, 92A, &amp; 92Y Only</b>
<b>ELIGIBILITY:</b>	<b>Open to Soldiers currently serving in the Idaho Army National Guard who hold the above CMFs and MOSs in the rank of SPC or SGT. SSGs may apply if willing to accept an administrative reduction.</b>
<b>GENDER LIMITATION:</b>	<b>None</b>
<b>CLOSING DATE:</b>	<b>19 November 2012</b>

2. **EQUAL OPPORTUNITY:** The Idaho Army National Guard is an equal opportunity employer. Selection for positions will therefore be made on an equal opportunity basis, and not on non-merit factors.

3. The Idaho Army National Guard is a drug free workplace. Applicants must have negative drug screening results prior to selection.

4. Applicants must possess a valid State Motor Vehicles Operator permit.

5. **ANNOUNCEMENT INSTRUCTIONS:** The following is a complete list of documents required to accompany your application. Read carefully; provide all necessary documentation to support qualifications for this position. Perishable documentation should not be more than 30 days old as of the closing date this announcement, (ie PQR, RPAM, MEDPROS).

a. Applications will not be accepted in binders or document protectors.

b. AGR Application Checklist on top of the application. Documents must be organized in this manner.

c. NGB Form 34-1 (included in this announcement).

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d. MEDPROS Individual Medical Readiness Record. MEDPROS IMR Record can be obtained by accessing your AKO / My Medical / My Medical readiness / View Detailed Information / IMR record. Medical documentation other than MEDPROS Individual Medical Readiness Record will not be accepted.

e. DA Form 705 (Army Physical Fitness Test Score Card), must show a minimum of last 2 Record tests, most current test not older than 12 months. A statement explanation of the absence of record test will be accepted. (Include DA 3349 if precluded from standard 3 event test.)

f. Certified Height/Weight or DA 5500/DA 5501 not older than 30 days from the close date of this announcement.

g. DA 2-1 and/or ERB.

h. Non-Commissioned Officer applicants must provide previous 5 DA 2166-7/8 (Non Commissioned Officer Evaluation Report), E4 and below a recommendation from your unit commander.

i. DA Photograph in Class A uniform, taken within 12 months (snapshot acceptable).

j. Retirement Point Accounting Management (RPAM).

k. Current Personnel Qualification Record (PQR).

l. Copy of current Idaho Drivers License and military driver's license (if applicable).

m. Documentation supporting applicant's qualifications (i.e. resume).

n. All applicants must have or be able to obtain a secret security clearance (this is a condition of employment).

o. If an administrative reduction is necessary to accept this AGR appointment, complete a DA 4187 to request for Voluntary Reduction, sign, and include in your application packet.

p. All applicants must have or be able to obtain a Government Travel card within 90 days of employment.

6. Incomplete applicant packets will be returned to the Soldier without action. Application packets must arrive at: **NGID-HRO-AGR, ATTN: SSG Jacqueline White, 4794 General Manning Ave, Bldg 442, Boise, ID 83705-8112, no later than 1630 hours on the closing date specified in this announcement.** Mailing of application packets using military postage is prohibited.

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7. Acceptance of an AGR position may have an effect on Selected Reserve Incentive Programs, to include Bonus payments and/or Student Loan Repayment Program. This will not affect Montgomery GI Bill eligibility. Please check with the incentives branch to receive information on how an AGR position would affect you individually.

8. Subject to availability of funds; Permanent Change of Station (PCS) allowance is authorized for incumbents residing outside normal commuting distance as stated by USPFO PAM 37-106.

9. POC for further information is MSG John Vanhorn at DSN 422-4215/COM 208-272-4215 or [john.vanhorn@us.army.mil](mailto:john.vanhorn@us.army.mil)

//signed//  
JOHN L. VANHORN  
MSG, IDARNG  
Army AGR Manager

**Training Center Range Safety NCO**  
**Career Management Fields 11, 12, 13, 15, & 19 / 92A & 92Y**

This position is located in the Installation Support Unit Idaho Army National Guard Training Center, Range Operations. The primary purpose of this position is to serve as a Range Safety Specialist with responsibility for coordinating range management programs involving live fire training activities, range safety, range maintenance, and range communications and operations. Assumes the duties of the Range Operations NCO in the absence of the incumbent.

**DUTIES AND RESPONSIBILITIES:**

(1) Oversees range activities as directed by the Range Operations NCO. These activities include coordination of the range maintenance program in order to ensure fully operational ranges. Ensures all range operations are conducted to Department of the Army (DA) standards established by applicable DA weapon systems field manuals and technical manuals.

(2) Applies and enforces the Installation Range Safety Program. Assist the Range Operations NCO in preparing installation range safety publications. Follow personnel duty schedules to ensure organizational personnel observe live training events on the installation range complex. Ensures all range activities are conducted in accordance with installation safety guidelines and standard operating procedures.

(3) Conducts and prepares installation capability briefings and tours as directed by the Range Operations NCO. Interfaces directly with military, civilian and law enforcement agencies desiring to use the installation range complex. Assists other range control personnel in the verification of correct surface danger zone diagrams in support of new ranges or new range construction. Represents the function at meetings and briefings as directed. Serves on additional installation working groups and committees as directed.

(4) Oversees the work effort of employees who are involved in supporting the operation and maintenance of ranges.

(5) Assumes the duties of the Range Operations NCO in the absence of the incumbent.

(6) Performs other duties as assigned.

**Knowledge Required by the Position**

--Practical knowledge of a wide range of established ARNG range management principles and concepts involving range operations, live fire training activities, range safety, range maintenance, and range control and communications. Must attend and graduate from the Range Operations Course and Range Safety Course.

--Knowledge of range activities, functions, and mission to provide support and services to training activities.

--Knowledge of current military doctrine as related to the training center and range operations to analyze problems and recommend solutions to eliminate problems.

--Working knowledge of regulations, pamphlets, and instructions regarding policies and procedures for firing and handling ammunition.

--Knowledge of basic automation programs and systems to facilitate documentation and reporting.